



Swansea University  
Prifysgol Abertawe

# Accommodation Explained

An International Guide to Swansea University Residences

# Residential Services





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This guide will help international students find out what it is like sharing living space with other students in University Residences. For advice on making your accommodation application, please read our brochure *Accommodating Success*.

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# Help and Support

## International@CampusLife

If British culture is different to your own, you may find planning for your move to Swansea a little frightening and stressful. This is where International@CampusLife is here to help you out.

## How can International@CampusLife help?

International@CampusLife provides extensive information and advice for international students. They can help prepare for your move to the UK and provide continuous support and advice throughout your time in Swansea.

- Visa applications
- Preparing to leave home
- Financial matters & budgeting
- Bringing your family
- Getting here
- Swansea University Meet & Greet service (airport arrivals)
- International Welcome and Orientation Programme
- Local transport services
- Local shops, restaurants and entertainment

## International Student Ambassadors

The university has enlisted the help of current international students to provide support to new ones. These International Student Ambassadors will be happy to answer questions about living and studying at Swansea. [Visit the website](#) for information on how to contact an ambassador from your country.

international.campuslife@swansea.ac.uk  
+44 (0)1792 602243  
[www.swansea.ac.uk/isas](http://www.swansea.ac.uk/isas)





# Accommodation Induction

## Online accommodation induction

This must be completed before your arrival in Swansea if you get a room in university accommodation as it forms as part of your acceptance. You will be prompted to complete it when you have accepted your room offer via your account. The induction gives important information regarding living in university residences and it ensures we meet our responsibility to inform you of essential health and safety procedures.

## Arrival slot

A key part of the induction is booking your arrival day and time to let us know when you intend on coming. If we don't know this information, you may not be able to move into your room, especially if you arrive late at night or outside our normal working hours. If you are arriving outside designated hours, your induction tells you how you can let us know.

## REMEMBER

You **MUST** complete your induction before your arrival as it forms as part of your acceptance into accommodation.



# Living in shared accommodation

## Sharing a home

Adjusting to sharing a home with people you don't know can be difficult, especially if you are all from different backgrounds. You may find that you need to compromise at times for everyone to live happily together. Living in shared university accommodation does not suit everyone, particularly as there are certain rules and regulations that have to be followed for the university to comply with its duty of care. You should consider all these things before committing to a decision to live in shared residences.

## Features of UK accommodation

- Mainly carpeting in every room except maybe bathrooms and kitchens
- Curtains rather than window shutters
- Toilets are used for flushing away toilet paper
- Rubbish bins are NOT used for toilet waste
- Water from kitchen taps are safe to drink so there's no need to buy bottled water

## Life as a resident

- Share cleaning duties in communal areas
- Be sensitive to your noise levels and tolerant of noise from others
- Respect people's property and do not borrow items without their permission
- Be aware of security issues by locking entrance doors and window when going out

Most people enjoy living in university accommodation and make lifelong friends. In exceptional circumstances, it is possible to apply to transfer to alternative university accommodation but this is not guaranteed.



# Choosing your accommodation

## Which residence to choose

Some residences will be more suitable than others and there are certain factors that you must take into consideration. We recommend that you think carefully about the following when choosing your accommodation.

## How long is the tenancy?

Rooms are available for 40, 47 and 51 weeks. It is essential that you understand the conditions of your tenancy and the length of time you will be committed to paying for your accommodation.

- 40 week tenancy runs for the whole undergraduate academic year (September - June)
- 47 week tenancy is for healthcare students and students in university houses
- 51 week tenancy is for postgraduate students on longer length courses

## Accommodation with a Pre-paid dining card

Everyone in university accommodation will have a shared kitchen, which means everyone has the facility to cook their own meals. There is a choice of self-catered accommodation or standard with a pre-paid dining card where a portion of your weekly residence fees is allocated to a meal card and with this you purchase food in any of the campus catering outlets. This is approximately the equivalent of one main meal every day.

## Single sex and alcohol-free accommodation

Single sex and alcohol-free accommodation is available on request at all residence sites. You must specify on your application if you would like to live in one of these areas.



## What to expect

### Single study rooms

These are rooms that are available for one student only. In Beck House, there are a limited number of family flats for couples and students with their families. All other residences are mainly single rooms. Bay Campus also has twin rooms.

### Bedding

Bedding is not provided. You will need to provide your own bedding (duvet, blankets and pillows) and bed linen (sheets).

### Bathrooms

Ensuite rooms have a toilet, wash basin and shower in the study room. A standard room involves sharing a toilet, shower and / or bath with other students. Some standard rooms have wash basins in the study room.

### Kitchen

Kitchens are fully equipped and have a table/seating area. You will need to provide cooking utensils and crockery.

### Furniture

All rooms are fully furnished with a bed, wardrobe, desk, chair and shelves. Singleton Park Campus beds are single sized. Bay Campus beds are 3/4 sized, except for the twin rooms where the beds are single. Beck House also has single sized beds, unless specified otherwise, for example, in the family flats.

### Internet and TV

All rooms have Wi-Fi\*. Televisions are not provided in our residences.

\*Excludes University houses.



# Tenancy and Licence Agreement

## Your accommodation commitment

Once you accept your accommodation you are committing to certain rules. The following points are very important and you must understand that in accepting your room you are bound by these conditions.

- You are committed to your room in residence for the whole period indicated on your tenancy
- You must speak to us if you are unhappy with your room
- If you move out without telling us, you will still have to pay your residence fees for the full length of your tenancy
- You must not commit to another tenancy before you have confirmation that you will be released from your university contract
- If you leave your room in residence to live in non-university accommodation, you will not be refunded fees you have you have paid for the time you lived in residence

## Your tenancy and licence agreement

It is important that you understand the terms of your tenancy. E-mail us for a summary of the key points in Chinese, Arabic, French, German, Italian or Spanish.





# Booking your accommodation

## When to apply

For the best chance of getting a room in residence, you must apply as early as possible. You can apply online from March. If you leave it until you get to Swansea, there may not be any rooms available. If you have problems applying, please contact us so we can help.

## E-mail and your accommodation account

Once you apply, all accommodation communications will be via e-mail (you must provide a valid e-mail address) and your accommodation account (created when you apply online). You must check these regularly to see if you have been sent information that requires a response. Failure to respond may result in you not having any accommodation when you arrive.

## Accepting your offer

Your accommodation offer is e-mailed and you must accept it within 7 days. If you do not accept your offer, your room may be cancelled. If you have not received information regarding your application, please contact us before you travel to the UK.

## Reservation deposit

When you accept your accommodation, you must pay a reservation deposit. When you get your offer, you will get details of how much deposit you need to pay. This is then deducted from the last rent payment. If you do not pay this, your accommodation offer may be withdrawn, so please ensure you have paid this before you arrive.



## Tier 4 student visa

### **Maximum deduction of £1265 from living costs**

If you pay the university for accommodation before you enrol, you will only be able to deduct a maximum of £1265 from the living costs you need to show when applying for the visa, even if you pay more than £1265 to the university for accommodation.

### **How the deduction works**

If you are coming to the university, you need to show you have held £9135 in the bank for one month before you apply for the visa. This is considered money to cover your living costs for one year. If you pay £1265 to the university for accommodation, you must show £7870 in your bank account. If you pay over £5000 to rent a family flat in Beck House, you must still have £7870 left in your Bank Account to get the visa.

### **Think about what you can afford to pay**

Therefore, when requesting and paying for university accommodation, think carefully about how much you can pay towards it whilst having enough left in your bank account for your visa. This information was correct as of February 2018.



# Paying for your accommodation

## How to pay your residence fees

You can pay your residence fees termly via a UK Bank Account or in advance for the whole year. Your fees include heating, electricity and water\*. \*Excludes University houses.

## How to pay termly via a bank account

If you have a British bank account, this is the easiest option:

- 1) Complete a direct debit form via your accommodation account (you will be prompted to do this when you accept your accommodation online)
- 2) The direct debit automatically takes the correct fees from your account
- 3) Payment is taken on termly payment dates each term - details are provided with your accommodation offer on your licence agreement (your licence agreement lists the termly fees).

## How to pay for the whole year

If you are unable to get a British bank account, you must pay for the whole year. You should pay this before you move in.

These are the methods of payment:

- Online through your Intranet Account:  
<https://intranet.swan.ac.uk/login>
- With a debit / credit card via telephone
- Set up a bank transfer



## Frequently asked questions

### **Where can I find out about University Residences?**

Our brochure 'Accommodating Success' and [Accommodation website](#).

### **Am I guaranteed a room if I apply for accommodation?**

You need to apply for accommodation by 30th June and meet the terms of a firm offer to study from the University to be guaranteed accommodation. However, we do not guarantee you will get your first choice of room.

### **What happens if I don't pay my deposit before I arrive?**

If you don't pay your reservation deposit, your room will be cancelled and you will have no accommodation when you arrive.

### **Can I book a room when I arrive in Swansea?**

No! There will be no rooms left if you try to arrange accommodation when you arrive. Please do not turn up at the University and hope to arrange your accommodation on arrival.

### **Who should I contact with accommodation enquiries?**

If you have any questions regarding your accommodation before or after you arrive, please contact Residential Services.

Telephone: +44 (0)1792 295101

E-mail: [accommodation@swansea.ac.uk](mailto:accommodation@swansea.ac.uk)

### **Where can I find out about the Meet and Greet Service?**

Contact [International Development Office](#) who organise the Meet and Greet and provide support to international students.





## Checklist

Read International Students: Accommodation Explained brochure	✓
Read Accommodating Success brochure	
Apply for accommodation online	
Accept your accommodation offer online	
Pay reservation deposit	
Set up a payment method for your residence fees or pay for the whole year	
Complete the online induction	
Indicate when you intend to arrive at Swansea on the induction	
Visit the <a href="https://www.swansea.ac.uk/international/campuslife">International@CampusLife</a> website for specific information for international students	